

**Chapter 15 - Recall of NOAA Corps Officers on the Retired List to Active Duty**

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**PART 1—General Provisions**

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**Part 1 – General Provisions****15101 AUTHORITY FOR RECALL**

- A. NOAA Corps officers are subject to the provisions of Title 10, Chapter 39 of the United States Code concerning the recall of retired NOAA Corps officers to active duty. [33 U.S.C. 3049] The NOAA Corps will adhere to the provisions of DOD Directive 1352.1 (March 2, 1990), Management and Mobilization of Regular and Reserve Retired Military Members, to the extent applicable. A copy of this Directive is found in Appendix 15.1.
- B. The Secretary may order a NOAA Corps officer on the retired list to active duty at any time. [33 U.S.C. 3049; 10 U.S.C. 688(a)]

**15102 ORDER TO ACTIVE DUTY DURING PEACETIME**

- A. Voluntary. The Secretary may order NOAA Corps officers to active duty with their consent at any time. [10 U.S.C. 688]
- B. Involuntary. The Secretary may order any NOAA Corps officer on the retired list to active duty without the NOAA Corps officer's consent at any time to perform duties deemed necessary in the interests of national defense. [10 U.S.C. 688(c)]

**15103 INVOLUNTARY ORDER TO ACTIVE DUTY OTHER THAN DURING PEACETIME**

- A. The Director, on behalf of the Secretary may order any NOAA Corps officer on the retired list [who has completed at least 20 years of active service] to active duty at any time to perform duties deemed necessary in the interests of national defense. [10 U.S.C. 688(c)] [delegations]

**15104 AUTHORIZED REASONS FOR RECALL**

- A. The Secretary may, to the extent consistent with other provisions of law, assign a NOAA Corps officer on the retired list ordered to active duty to such duties as the Secretary considers necessary in the interests of national defense. [10 U.S.C. 688(c)] The Secretary has delegated this authority to the Under Secretary, who in turn has re-delegated this authority to the Director. [delegations]
- B. NOAA Corps officers on the retired list shall be ordered to active duty (as needed) to fill personnel shortfalls due to mobilization or other emergencies. [10 U.S.C. 688] NOAA Corps officers on the retired list may be recalled for the following reasons (DOD Directive 1352.1, Section A (Policy)).

**Part 1- General Provisions**

- (1) To fill shortages in, or to augment, activities in the continental United States, Alaska, and Hawaii.
- (2) Subject to the limitations of 10 U.S.C. 973, to fill Federal civilian workforce shortages within the Federal Government.
- (3) To meet national security needs.

**15105 LIMITATIONS**

- A. Except during time or war or national emergency as declared by Congress or the President [10 U.S.C. 688(f)], a NOAA Corps officer who retired under 10 U.S.C. 638(d) may not be recalled to active duty. [10 U.S.C. 688(d); 33 U.S.C. 3048]
- B. A NOAA Corps officer on the retired list who is ordered to active duty may not serve on active duty pursuant to orders for more than 12 months within the 24 months following the first day of the active duty to which ordered. [10 U.S.C. 688(e)(1)] This limitation does not apply during time of war or national emergency as declared by Congress or the President. [10 U.S.C. 688(f)]

**15106 GRADE IN WHICH ORDERED TO ACTIVE DUTY AND UPON RELEASE FROM ACTIVE DUTY**

- A. A retired NOAA Corps officer ordered to active duty shall be ordered to active duty in the NOAA Corps officer's retired grade [10 U.S.C. 689(a)], with the following exceptions:
  - (1) A retired NOAA Corps officer ordered to active duty whose retired grade is above the grade of rear admiral shall be returned to active duty in the highest permanent grade held by the NOAA Corps officer while serving on active duty. [10 U.S.C. 689(b)]
  - (2) A retired NOAA Corps officer ordered to active duty who has previously served on active duty satisfactorily, as determined by the Secretary, in a grade higher than the NOAA Corps officer's retired grade may be ordered to active duty in the highest grade in which the NOAA Corps officer had served satisfactorily, except that such a NOAA Corps officer may not be ordered to active duty in a grade above rear admiral. [10 U.S.C. 689(c)(1)]

**Part 1 – General Provisions**

- (3) A retired NOAA Corps officer ordered to active duty in a grade that is higher than the NOAA Corps officer's retired grade shall be treated for purposes of 10 U.S.C. 690 (which limits the number of flag officers that can be recalled) as if the NOAA Corps officer was promoted to that higher grade while on that tour of active duty. [10 U.S.C. 689(c)(2)]
  - (4) If, upon being released from that tour of active duty, a retired NOAA Corps officer has served on active duty satisfactorily, as determined by the Secretary, for not less than a total of 36 months in a grade that is a higher grade than the NOAA Corps officer's retired grade, the NOAA Corps officer is entitled to placement on the retired list in that grade. [10 U.S.C. 689(c)(3)]
- B. A NOAA Corps officer ordered to active duty pursuant to 10 U.S.C. 688 who, while on active duty, is promoted to a grade that is higher than the NOAA Corps officer's retired grade is entitled, upon that NOAA Corps officer's release from that tour of active duty, to placement on the retired list in the highest grade in which the NOAA Corps officer served on active duty satisfactorily, as determined by the Secretary, for not less than six months. [10 U.S.C. 689(d)]

**15107 AVIATORS**

- A. The Secretary may order to active duty a retired NOAA Corps officer having expertise as an aviator to fill staff positions normally filled by aviators on active duty. Any such order may be made only with the consent of the NOAA Corps officer ordered to active duty and in accordance with an agreement between the Secretary and the NOAA Corps officer. [10 U.S.C. 688a(a)]
- B. The period of active duty or a NOAA Corps officer under an order to active duty pursuant to 10 U.S.C. 688a(a) shall be specified in the agreement entered into under that provision. [10 U.S.C. 688a(b)]
- C. The authority to order a retired NOAA Corp officer to active duty pursuant to 10 U.S.C. 688a is in addition to the authority under 10 U.S.C. 688 or any other provision of law authorizing the Secretary concerned to order a retired NOAA Corps officer to active duty. [10 U.S.C. 688a(d)]
- D. A NOAA Corps officer may not be ordered to active duty pursuant to 10 U.S.C. 688a after September 30, 2008. [10 U.S.C. 688a(f)]

**Part 2–Definitions**

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**Part 2 – Definitions**

**15201 CATEGORIES OF RETIRED OFFICERS**

- A. Retired NOAA Corps officers in Category I are non-disability NOAA Corps officers on the retired list under age 60 who have been retired less than five years.
- B. Retired NOAA Corps officers in Category II are non-disability NOAA Corps officers on the retired list under age 60 who have been retired five years or more.
- C. Retired NOAA Corps officers in Category III are NOAA Corps officers on the retired list, including those retired for disability, other than category I or II retired NOAA Corps officers.

**15202 KEY EMPLOYEES AND POSITIONS**

- A. Key employee means any retired NOAA Corps officer identified by his or her employer, private or public, as filling a key position.
- B. Key position means a civilian position, public or private (designated by the employer and approved by the Secretary), that cannot be vacated during war or national emergency.

**15203 RETIRED OFFICER**

- A. The terms “officer on the retired list” and “retired officer” are used interchangeably.

**Part 3—Retired NOAA Corps Officer Management System**

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**Part 3 – Retired NOAA Corps Officer Management System****15301 PURPOSE OF RETIRED NOAA CORPS OFFICER MANAGEMENT SYSTEM**

- A. The Director, Commissioned Personnel Center (CPC), or his/her designee, shall develop a system for management of NOAA Corps officers on the retired list. This system shall provide for rapid identification of the location and skills of each retired NOAA Corps officer to expedite reporting of retired NOAA Corps officers to a wide range of assignments and geographic locations in mobilization or crisis.

**15302 RESPONSIBILITIES OF DIRECTOR, COMMISSIONED PERSONNEL CENTER**

- A. The Director, CPC or his/her designee, shall:
- (1) Develop procedures for identifying category I and II (NCD 15201) retirees and conduct screening of retirees in accordance with these directives and the provisions of DOD Directive 1352.1 (March 2, 1990), (NCD 15101A).
  - (2) Maintain personnel records and other necessary records for NOAA Corps officers on the retired list, including date of birth, date of retirement, current address, and documentation of military qualifications. Maintain records for category I and II retired NOAA Corps officers and their availability for mobilization, civilian employment, mental, and physical condition. Indication of physical condition may be from certification by the individual NOAA Corps officer.
  - (3) Advise NOAA Corps officers on the retired list of their duty to provide CPC with accurate mailing addresses and any changes in civilian employment, military qualifications, and availability for service, mental and physical condition.
  - (4) Pre-assign NOAA Corps officers on the retired list, when appropriate and as necessary.
  - (5) Determine the necessity for, and the frequency of, refresher training of NOAA Corps officers on the retired list, based on the needs of the NOAA Corps and the specific skill of the NOAA Corps officer. Emphasis should be on voluntary refresher training. Civilian-acquired skills may eliminate the need for refresher training.

**Part 3 – Retired NOAA Corps Officer Management System**

6. Develop criteria for assignment of individuals to specific billets. These criteria shall include consideration of the criticality of the mobilization billet, the skills of the individual, and his/her geographic proximity to the place of assignment. These criteria shall also provide that, to the extent possible, retired NOAA Corps officers should be given the opportunity to volunteer for specific assignments.

**15303 REQUIREMENT VALIDATION**

- A. CPC shall review and validate each mobilization requirement. The criteria considered shall be the structure of the organization, the expanded workload requirements in a mobilization environment, current manpower authorizations, and existing manpower infrastructures supporting the organizations.

**15304 ASSIGNMENT PRIORITY**

- A. Except in time of war or national emergency, the priority for use of NOAA Corps officers on the retired list shall be:
  - (1) NOAA Marine and Aviation Operations;
  - (2) National Oceanic and Atmospheric Administration, or one of its components;
  - (3) another commissioned service or a Defense Agency;
  - (4) the Department of Commerce;
  - (5) a civilian federal Department or Agency other than the Department of Commerce or;
  - (6) any other approved use.

**15305 PRE-ASSIGNMENT OF NOAA CORPS OFFICERS**

- A. When deemed appropriate by CPC, retired NOAA Corps officers who are mentally and physically qualified may be pre-assigned in peacetime, either voluntarily or involuntarily, to installations or to mobilization positions that must be filled within 30 days after mobilization.

**Part 3 – Retired NOAA Corps Officer Management System**

- B. Key employees and category III retirees shall not be pre-assigned involuntarily.
- C. All retired NOAA Corps officers pre-assigned to mobilization positions or installations, either voluntarily or involuntarily, shall be issued pre-assignment or contingent pre-assignment orders.
- D. Retired NOAA Corps officers who live overseas shall be pre-assigned in peacetime, as determined by the Secretary, to meet mobilization augmentation requirements at overseas, U.S., or allied installations or activities that are near their place of residence.

**15306 CATEGORY III RETIRED NOAA CORPS OFFICERS**

- A. The nature and extent of the mobilization of category III retired NOAA Corps officers shall be determined by CPC, based on the NOAA Corps officer's skill and, if applicable, the nature and degree of the NOAA Corps officer's disability. Category III retired NOAA Corps officers generally should be assigned to civilian jobs, unless they have critical skills or volunteer for specific jobs normally reserved for NOAA Corps officers. Age or disability alone may not be the sole basis for excluding a retired NOAA Corps officer from active service during mobilization.

**15307 KEY POSITIONS**

- A. All NOAA Corps officers on the retired list shall inform their employers concerning their liability for recall to active duty in a mobilization or national emergency, and, when applicable, the procedures for designating their position as a key position.
- B. Key Position Designation Guidelines.
  - 1. In determining whether or not a position should be designated as a key position, employers should consider the following criteria:
    - (a) Can the position be filled in a reasonable time after mobilization?
    - (b) Does the position require technical or managerial skills that are possessed uniquely by the incumbent?
    - (c) Is the position associated directly with defense mobilization?

**Part 3 – Retired NOAA Corps Officer Management System**

- (d) Does the position include a mobilization or relocation assignment in an agency having emergency functions, as designated by Executive Order 12656 (November 18, 1988), Assignment of Emergency Preparedness Responsibilities?
  - (e) Is the position directly associated with industrial or manpower mobilization, as designated in Executive Order 11062 (November 19, 1962), Amendment of Executive Order 10480, Relating to the Administration of the Defense Mobilization Program, so as to designate the Department of Defense as a loan-guaranteeing agency?
  - (f) Are there other factors related to national defense, health, or safety that would make the incumbent of the position unavailable for mobilization?
- 2. Employers who determine that a retired NOAA Corps officer is filling a key position and should not be recalled to active duty in an emergency should report that determination to the CPC. Retired NOAA Corps officers shall cooperate with and assist their employers in notifying the CPC of this determination.



Department of Defense  
**DIRECTIVE**

NUMBER 1352.1

March 2, 1990

ASD(RA)

SUBJECT: Management and Mobilization of Regular and Reserve Retired Military Members

- References: (a) DoD Directive 1352.1, subject as above, February 27, 1984 (hereby canceled)
- (b) Title 10, United States Code
  - (c) DoD Instruction 7730.54, "Reserve Components Common Personnel Data System," May 13, 1988
  - (d) [DoD Directive 1200.7](#), "Screening the Ready Reserve," April 6, 1984
  - (e) through (g), see enclosure 1

1. REISSUANCE AND PURPOSE

This Directive:

- 1.1. Reissues reference (a).
- 1.2. Implements Sections 672(a), 675, 688, and 973 of reference (b) by prescribing uniform policy and procedures governing the peacetime management of retired military personnel, both Regular and Reserve, in preparation for their use during a mobilization.

2. APPLICABILITY AND SCOPE

This Directive:

- 2.1. Applies to the Office of the Secretary of Defense (OSD); the Military Departments (including their National Guard and Reserve components); the Chairman,

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Joint Chiefs of Staff (Joint Staff); the Coast Guard and its Reserve component (by agreement with the Department of Transportation (DoT)); and the Defense Agencies (hereafter referred to collectively as "DoD Components"). The term "Military Services," as used herein, refers to the Army, Navy, Air Force, Marine Corps, and Coast Guard (by agreement with the DoT).

2.2. By agreement with non-DoD organizations that have DoD-related missions, includes organizations with Defense-related missions, such as the Federal Emergency Management Agency (FEMA), the Selective Service System (SSS), and the organizations with North Atlantic Treaty Organization (NATO)-related missions.

### 3. DEFINITIONS

The terms used in this Directive are defined in enclosure 2.

### 4. POLICY

It is DoD policy that military retirees shall be ordered to active duty (as needed) to fill personnel shortfalls due to mobilization or other emergencies, as described in 10 U.S.C. 672 and 688 (reference (b)). DoD Components and the Coast Guard shall plan to use as many retirees, as necessary, to meet national security needs. Military retirees may be used as follows:

- 4.1. To fill shortages in, or to augment, deployed or deploying units.
- 4.2. To fill shortages in, or to augment, supporting units and activities in the Continental United States (CONUS), Alaska, and Hawaii.
- 4.3. To release other military members for deployment overseas.
- 4.4. Subject to the limitations of Section 973 of reference (b), to fill Federal civilian workforce shortages within the Department of Defense, the Coast Guard, or other Government entities.
- 4.5. To meet national security needs in organizations outside the Department of Defense with Defense-related missions.

### 5. RESPONSIBILITIES

*DODD 1352.1, March 2, 1990*

5.1. The Assistant Secretary of Defense (Reserve Affairs) (ASD(RA)) and the Assistant Secretary of Defense (Force Management and Personnel) (ASD(FM&P)) shall provide overall policy guidance for the management and mobilization of DoD military retirees. In addition, the Assistant Secretary of Defense (Force Management and Personnel) (ASD(FM&P)) shall:

5.1.1. Validate positions identified by Defense and non-Defense Agencies as suitable for fill by military retirees.

5.1.2. Establish priorities for fill once all requirements are identified.

5.1.3. Provide redistribution guidance.

5.2. The Secretaries of the Military Departments and the Commandant of the Coast Guard shall ensure that plans for the management and mobilization of military retirees are consistent with this Directive.

5.3. The Directors of the Defense Agencies, the Director of the Federal Emergency Management Agency (FEMA) and the Director of the Selective Service System (SSS) and other Federal Organizations, as appropriate, shall, by agreement, assist in identifying military and Federal civilian wartime positions that are suitable for fill by military retirees, and provide a list of requirements to the Office of the Assistant Secretary of Defense (Force Management and Personnel) (OASD(FM&P)) for validation and prioritization before fill by the Military Services. The Services retain the right to disapprove the request if no military retiree is available. At least annually, the requesting Agency shall verify to the OASD(FM&P) the accuracy of their validated requirements and identify any new requirements.

5.4. The Secretaries of the Military Departments, or designees, shall:

5.4.1. Prepare plans and establish procedures for mobilization of military retirees in conformance with this Directive.

5.4.2. Determine the extent of military retiree mobilization requirements based on existing inventories and inventory projections for mobilization of qualified Reservists in an active status in the Ready Reserve, the Inactive National Guard, or the Standby Reserve.

5.4.3. Develop procedures for identifying categories I and II retirees and conduct screening of retirees using this Directive for guidance.

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5.4.4. Maintain personnel records and other necessary records for military retirees, including date of birth, date of retirement, current address, and documentation of military qualifications. Maintain records for categories I and II military retirees, including retirees who are key employees and their availability for mobilization, civilian employment, and physical condition. Data shall be maintained on retired Reserve members in accordance with DoD Instruction 7730.54 (reference (c)).

5.4.5. Advise military retirees of their duty to provide the Military Services with accurate mailing addresses and any changes in civilian employment, military qualifications, availability for service, and physical condition.

5.4.6. Preassign retired members, when determined appropriate and as necessary.

5.4.7. Determine refresher training requirements in accordance with the criteria established in paragraph 6.1.8., below.

## 6. PROCEDURES

### 6.1. Premobilization

6.1.1. Management of Military Retirees. Military retiree management systems should provide for rapid identification of retiree location and military skills to expedite reporting of retirees to a wide range of assignments and geographic locations in mobilization or crisis. As part of the criteria for assignment of individuals to specific mobilization billets, the Military Services should consider the criticality of the mobilization billet, the skills of the individual, and his or her geographic proximity to the place of assignment. To the extent possible, military retirees should be given the opportunity to volunteer for specific assignments. The Military Departments shall develop plans and procedures to identify military retirees excess to their needs. The Military Departments, other DoD Components, FEMA, SSS, and other Federal Agencies, as appropriate, shall provide a list of requirements to the Department of Defense. The Department of Defense shall establish priorities for fill once all requirements and excess personnel are identified and provide redistribution guidance.

6.1.2. Requirement Validation. The OASD(FM&P) shall review and validate each mobilization requirement for a military retiree. The criteria considered shall be the structure of the organization, the expanded workload requirements in a mobilization environment, current manpower authorizations, and existing manpower



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infrastructures supporting the organizations.

6.1.3. Assignment Priority. The priority for use of military retirees shall be:

6.1.3.1. Use by their own Service.

6.1.3.2. Use by another Service or a Defense Agency.

6.1.3.3. Use by a civilian Federal Department or Agency.

6.1.3.4. Any other approved use.

6.1.4. Preassignment of Categories I and II Military Retirees. When determined appropriate by the Military Service concerned, military retirees who physically are qualified maximally should be preassigned in peacetime, either voluntarily or involuntarily, to installations or to mobilization positions that must be filled within 30 days after mobilization. Key employees and category III retirees shall not be preassigned involuntarily. Severe hostilities may prevent the transmittal of mobilization orders to military retirees. All military retirees preassigned to mobilization positions or installations, either voluntarily or involuntarily, shall be issued preassignment or contingent preassignment orders.

6.1.5. Category III Military Retirees. The nature and extent of the mobilization of category III retirees shall be determined by each Military Service, based on the retiree's military skill and, if applicable, the nature and degree of the retiree's disability. Category III retirees generally should be assigned to civilian jobs, unless they have critical skills or volunteer for specific military jobs. Age or disability alone may not be the sole basis for excluding a retiree from active military service during mobilization.

6.1.6. Military Retirees Living Overseas. Military retirees who live overseas maximally shall be preassigned in peacetime, as determined by the Military Service concerned, to meet mobilization augmentation requirements at overseas, U.S., or allied military installations or activities that are near their places of residence.

6.1.7. Military Retiree Information. The development and maintenance of current information on the mobilization availability of military retirees shall be the responsibility of the Military Services. Such information shall include, but not be limited to, date of retirement, date of birth, current address, and military qualifications. Additionally, the Military Services shall maintain information on the availability for mobilization and the physical condition of categories I and II military

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retirees. Indication of physical condition may be from certification by the individual military retiree.

6.1.8. Refresher Training. Each Military Service shall determine the necessity for, and the frequency of, refresher training of military retirees, based on the needs of the Military Service and the specific military skill of the military retiree. Emphasis should be on voluntary refresher training. Civilian-acquired skills may eliminate the need for refresher training.

6.1.9. Screening of Military Retirees

6.1.9.1. Each Military Service shall develop procedures for identifying categories I and II retirees, and shall conduct screening of retirees using this Directive and DoD Directive 1200.7 (reference (d)) as guidance in formulating screening criteria.

6.1.9.2. All military retirees shall be advised to inform their employers concerning their liability for recall to active duty in a mobilization or national emergency, and, when applicable, the procedures for designating their position as a key position.

6.1.9.3. Federal employers annually shall review their employment rolls to determine if they employ any military retirees who are filling key positions, as defined in definition E1.1.2. in enclosure 2, below.

6.1.9.4. Non-Federal employers also are encouraged to use the key position guidelines for making their own key position designations and, when applicable, for recommending certain military retirees for key employee status.

6.1.9.5. Key Position Designation Guidelines. In determining whether or not a position should be designated as a key position, employers should consider the following criteria:

6.1.9.5.1. Can the position be filled in a reasonable time after mobilization?

6.1.9.5.2. Does the position require technical or managerial skills that are possessed uniquely by the incumbent employee?

6.1.9.5.3. Is the position associated directly with Defense mobilization?

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6.1.9.5.4. Does the position include a mobilization or relocation assignment in an Agency having emergency functions, as designated by E.O. 12656 (reference (e))?

6.1.9.5.5. Is the position directly associated with industrial or manpower mobilization, as designated in E.O. 10480 (reference (f))?

6.1.9.5.6. Are there other factors related to national defense, health, or safety that would make the incumbent of the position unavailable for mobilization?

6.1.9.6. Employers who determine that a military retiree is filling a key position and should not be recalled to active duty in an emergency should report that determination to the cognizant military personnel center, using the letter format shown in enclosure 3. The list of Reserve personnel centers to which retiree-recall screening-determination recommendations shall be forwarded is at enclosure 4.

#### 6.2. Mobilization

6.2.1. General. The Military Services shall establish plans and procedures to use those military retirees who meet specific skill and experience requirements to fill mobilization billets, when there is not enough active or qualified Reserve manpower available.

#### 6.2.2. Involuntary Order to Active Duty

6.2.2.1. Twenty-Year Active Military Service Retirees. The Secretary of a Military Department may order any retired Regular member, retired Reserve member who has completed at least 20 years of active service, or a member of the Fleet Reserve or Fleet Marine Corps Reserve to active duty at any time to perform duties deemed necessary in the interests of national defense in accordance with 10 U.S.C. 675 and 688 (reference (b)). Retired Regular members of the Coast Guard may be ordered to active duty by the Secretary concerned only in time of war or national emergency in accordance with Sections 331 and 359 of reference (g).

6.2.2.2. Reserve. The Secretary of a Military Department may order any other retired member of a Reserve component of a Military Service to active duty for the duration of a war or emergency and for 6 months thereafter on the basis of required skills, provided:

6.2.2.2.1. War or national emergency has been declared by

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Congress.

6.2.2.2.2. The Secretary of the Military Department concerned, with the approval of the Secretary of Defense, determines there are not enough qualified Reserves in an Active status or in the Inactive National Guard, under Section 672(a) of reference (b).

6.2.3. Graduated Mobilization Response. The Military Services shall develop plans and procedures for ordering military retirees to active duty in accordance with a schedule that includes pre-, partial, and full mobilization requirements.

6.3. Peacetime

6.3.1. General. The Military Departments shall establish procedures to order military retirees to active duty during peacetime.

6.3.2. Voluntary Order to Active Duty

6.3.2.1. Twenty-Year Active military service Retirees. The Secretary of a Military Department may order retired Regular members, retired Reserve members who have completed at least 20 years of active Military Service, or members of the Fleet Reserve or Fleet Marine Corps Reserve to active duty with their consent at any time in accordance with Section 688 of reference (b).

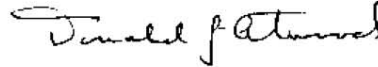
6.3.2.2. Other Reserve Retirees. The Secretary of a Military Department may order other retired members of a Reserve component to active duty with their consent in accordance with Section 672(d) of reference (b).

6.3.3. Involuntary Order to Active Duty. The Secretary of a Military Department may order any retired Regular member, retired Reserve member who has completed at least 20 years of active military service, or a member of the Fleet Reserve or Fleet Marine Corps Reserve to active duty without the member's consent at any time to perform duties deemed necessary in the interests of national defense in accordance with 10 U.S.C. 683 (reference (b)). This includes the authority to order a retired member who is subject to the Uniform Code of Military Justice (UCMJ) to active duty to facilitate the exercise of court-martial jurisdiction under Section 302(a) of reference (b). A retired member may not be involuntarily ordered to active duty solely for obtaining court-martial jurisdiction over the member.

7. EFFECTIVE DATE AND IMPLEMENTATION

*DODD 1352.1, March 2, 1990*

This Directive is effective immediately. Forward two copies of implementing documents to the Assistant Secretary of Defense (Reserve Affairs) within 120 days.



Donald J. Atwood  
Deputy Secretary of Defense

Enclosures - 4

- E1. References, continued.
- E2. Definitions
- E3. Letter Format to Cognizant Service Personnel Center Requesting Employee Be Screened From Retiree-Recall Program
- E4. List of Reserve Personnel Centers to Which Retiree-Recall Screening Determination Shall Be Forwarded

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E1. ENCLOSURE 1

REFERENCES, continued

- (e) Executive Order 12656, "Assignment of Emergency Preparedness Responsibilities," November 18, 1988
- (f) Executive Order 10480, "Further Providing for the Administrations of the Defense Mobilization Program," August 14, 1953
- (g) Title 14, United States Code

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## E2. ENCLOSURE 2

### DEFINITIONS

E1.1.1. Key Employee. Any Reservist, or any military retiree (Regular or Reserve) identified by his or her employer, private or public, as filling a key position.

E1.1.2. Key Position. A civilian position, public or private (designated by the employers and approved by the Secretary concerned), that cannot be vacated during war or national emergency.

#### E1.1.3. Military Retiree Categories

E1.1.3.1. Category I. Nondisability military retirees under age 60 who have been retired less than 5 years.

E1.1.3.2. Category II. Nondisability military retirees under age 60 who have retired 5 years or more.

E1.1.3.3. Category III. Military retirees, including those retired for disability, other than categories I or II retirees (includes warrant officers and health care professionals who retire from active duty after age 60).

#### E1.1.4. Military Retirees or Retired Military Members

E1.1.4.1. Regular and Reserve officers and enlisted members who retire from the Military Services under 10 U.S.C. Chapters 61, 63, 65, 67, 367, 571, 573, or 367 (reference (b)) and 14 U.S.C. Chapters 11 and 21 (reference (g)).

E1.1.4.2. Reserve officers and enlisted members eligible for retirement under one of the provisions of law in definition E1.1.4.1., above, who have not reached age 60 and who have not elected discharge or are not members of the Ready Reserve or Standby Reserve (including members of the Inactive Standby Reserve).

E1.1.4.3. Members of the Fleet Reserve and Fleet Marine Corps Reserve under Section 6330 of reference (b).

*DODD 1352.1, March 2, 1990*

E3. ENCLOSURE 3

LETTER FORMAT TO COGNIZANT SERVICE PERSONNEL CENTER  
REQUESTING EMPLOYEE BE SCREENED FROM RETIREE-RECALL  
PROGRAM

From: (employer-Agency or company) —

To: (appropriate Military Service personnel center)

Subject: Request for Employee to Be Removed from Retiree-Recall Program

This is to certify that the employee identified below is essential to the nation's defense efforts in (his or her) civilian job and cannot be mobilized with the Military Services in an emergency for the following reasons:

Therefore, I request that (he or she) be exempted from recall to active duty in a mobilization or national emergency and that you advise me accordingly when that action has been completed.

The employee is:

Name of employee (last, first, M.I.)  
Military grade and Military Service component  
Social security number  
Current home address (street, city, State, and ZIP code)  
Title of employee's civilian position  
Grade or salary level of civilian position  
Date (YYMMDD) hired or assigned to position

\_\_\_\_\_  
Signature and Title of Agency  
Company Official



*DODD 1352.1, March 2, 1990*

E4. ENCLOSURE 4

LIST OF RESERVE PERSONNEL CENTERS TO WHICH RETIREE-RECALL  
SCREENING DETERMINATION SHALL BE FORWARDED

Army

Commander  
U. S. Army Reserve Personnel Center  
9700 Page Boulevard  
St. Louis, MO 63132-5200

Navy

Commanding Officer  
Naval Reserve Personnel Center  
ATTN: NRPC Code 10  
New Orleans, LA 70149

Marine Corps

Commandant (Code RES)  
Headquarters, U. S. Marine Corps  
Washington, DC 20380

Air Force

Air Reserve Personnel Center  
7300 East First Avenue  
Denver, CO 80280

Coast Guard

Commandant (G-RSM-1)  
U.S. Coast Guard  
2100 Second St. SW  
Washington, DC 20593